



# Indiana Department of Education

SUPPORTING STUDENT SUCCESS

## MEMORANDUM

**TO:** Administrators of State Funded Adult Education Programs

**FROM:** Jerry L. Haffner, Adult Education Specialist

**DATE:** October 13, 2009

**SUBJECT:** Summer/Fall Allocations (July 1, 2009 – January 31, 2010)

The Indiana Department of Education, Office of Adult Education was informed by the Finance Division and the State Budget Agency that a percentage of state funds to reimburse school corporations must be held in reserve this year.

In other words, these dollars cannot be spent by the Office of Adult Education during this period. Based on a state appropriation of \$14 million, the amount held in reserve will be \$700,000.

In July 2009 the state Board of Education approved allocations for summer/fall term (July 1, 2009 – January 31, 2010). The amount approved was \$7,891,006. The state appropriation reimburses school corporations for eligible adult education instruction and limited administration and support costs.

In order to meet the reserve announced last week, the Office of Adult Education will retain nine percent of the amount allocated to each approved program for summer/fall term. The attached chart provides a listing of school corporations, the amount approved earlier by the state Board of Education, the amount of funds withheld for each approved program, and a revised allocation level for summer/fall term.

This change is effective immediately. Please plan the remaining months of the summer/fall term accordingly.

Contact me at 317-232-0525 or at [jhaffner@doe.in.gov](mailto:jhaffner@doe.in.gov) if you have questions. Thank you in advance for your cooperation.

**Attachment:** Revised Adult Education Program Allocations (July 1, 2009 – January 31, 2010)